

## MEETING #7 – January 24

At a Budget Workshop Meeting of the Madison County Board of Supervisors on January 24, 2013 at 8:30 a.m. in the Thrift Road Complex located at 302 Thrift Road:

PRESENT: J. Dave Allen, Chairman  
Doris G. Lackey, Vice-Chairman  
Jerry J. Butler, Member  
Pete J. Elliott, Member  
Jonathon Weakley, Member  
Ernie Hoch, County Administrator  
V. R. Shackelford, III, County Attorney  
Phillip Tartaglia, Finance Director  
Jacqueline S. Frye, Clerk of the Board

### **1. Meeting Agenda**

Chairman Allen called the meeting to order and noted that Supervisor Elliott has been contacted by the Clerk and he will be arriving late. All other members are present and a quorum was established.

### **2. Pledge of Allegiance & Moment of Silence**

The Board of Supervisors commenced their meeting with the Pledge of Allegiance and a

### **3. Adopt Agenda**

Chairman Allen asked if there were any changes to today's agenda.

On motion of Supervisor Weakley, seconded by Supervisor Lackey, the Agenda is adopted as presented, with the following vote recorded:

J. Dave Allen	Aye
Doris G. Lackey	Aye
Jerry J. Butler	Aye
Pete J. Elliott	Aye
Jonathon Weakley	Aye

### **4. Agenda Items:**

#### **a. Budget Discussions:**

##### **School System**

The County Administrator advised that revised numbers will be forthcoming from the school system – the Superintendent is proposing a two percent (2%) salary increase for all school personnel and he indicated that based on discussions with other school

districts, the proposed ten percent (10%) increase in healthcare costs is a bit high and may actually range from five percent (5%) to ten percent (10%), and may be a bit lower than originally proposed.

The County Administrator advised the Superintendent did include the purchase of a second school bus within the school's budget request.

Chairman Allen advised the school system generally waits until the end of the year to purchase new school buses.

Supervisor Elliott verbalized concerns as to whether funding provided for the purchase of a school bus could be used on another transportation item.

The County Administrator indicated the Superintendent has advised there may be mandates from the state without funding. Also, there are currently three (3) positions funded within the school system that aren't filled. He also advised the Board can provide a budget number and request the school system work within the range provided.

Chairman Allen advised if the County doesn't follow the Governor's suggestion, the proposed funding will be lost. In closing, he asked if the County is looking to do the same for County employees.

Chairman Allen also advised the Compensation Board is looking to increase the salaries of the Constitutional Officers; however, if this is done, the County has to pass the increase on; if this transpires and other County employees don't receive compensation, he feels this will create a problem overall.

Supervisor Lackey proposed the employees get a two percent (2%) increase and the County absorb the healthcare increase.

Supervisor Elliott wasn't in favor of the aforementioned suggestion and Supervisor Weakley advised he'd like to see the percentages involved differences in costs.

Supervisor Elliott advised if the Constitutional Officers are given a raise from state funds, this will be state funds and not from the taxpayers.

Chairman Allen explained there are some deputies and dispatchers who are County funded and some who are Comp Board funded – any proposed increases from state funds will create concerns.

Supervisor Lackey explained that state funds are paid for by the citizens as well.

### **Madison County Library Board**

Bonnie Utz, Librarian, was present to introduce members from the Madison County Library Board. Ms. Utz also provided input regarding extensive growth and the revenue shortfalls at the State level.

Supervisor Lackey inquired whether the library staff has anyone who actively researched grants; she also asked about the number of volunteers.

Ms. Utz advised she doesn't have anyone who actively researches grants; however, she has used State and Federal grants in the past to purchase books, but hasn't pursued this method to attain electronic materials. In closing, she advised the number of volunteers has declined and library staff are now paid, which makes things easier when dealing with the State and privacy issues.

Supervisor Weakley questioned whether any reasons have been provided from the State regarding the proposed reductions; he also asked if there was a concept for future use of the library basement and if project costs are available.

Ms. Utz advised the State provided full funding at one point, but funding has gradually decreased down through the years. Furthermore, State funding can only be used to purchase books and not to pay salaries or utilities. At this point, there are no definitive plans for the basement; however, she would like to have a lab in place, along with a children's room and a possibly community and/or conference room.

Mr. Steve Wagner, Library Board member, was present and provided an overview of the increase in services to the community and the need to increase library staff. He also advised there has been an increase in expenses as a result of an increase in circulation and the need to purchase electronic items to serve the citizens of Madison County. In closing, he advised the Library Board would like to expand the basement over a five (5) year period which would allow the library to meet the need to accommodate various programs offered to the citizens.

Mrs. Nancy Demarest, Library Board member, was present and provided figures on 'demand versus need.'

### **Rappahannock Rapidan Community Services Board**

Chairman Allen advised that he spoke with the County's representatives on the CSB regarding the proposed budget increase that was submitted; both representatives were under the impression that the proposed increase is being sought to enhance the process to perform mental evaluations. In closing, he suggested Mr. Duncan attend a future meeting to provide input on this issue.

The County Administrator advised the request was for \$75,723.00, which included additional funding in the amount of \$17,100.00 for non-emergent mental health services.

### **Facilities**

The County Administrator advised that he has advised Bonnie Perryman, Office Assistant, of the possibility that her position may expire effective June 30, 2013; however, he will need permission from the Board regarding this issue. In closing, he advised the PRA has hired Mr. Gerald Carpenter to fill the position of Manager.

Concerns were verbalized by the Board that Mr. Carpenter may be unable to perform all the tasks associated with the position.

The County Administrator advised that a part-time clerical position may be needed. Additionally, Roger Berry, Facilities Manager, handles all details regarding contracts, invoices and purchase orders.

Additional highlights verbalized included the fact there is a bid in place for alarm services and Mr. Berry has taken classes to allow him to assist with contract requirements at the transfer station and maintenance on the road leading to the firing range.

Supervisor Elliott suggested that true costs be made available.

The County Administrator advised that overhead costs include large items. Also, he is working on figures for outside services and support contracts. In closing, he advised no maintenance contract is currently in place for the courthouse.

Concerns were verbalized regarding a proposed increase sought by the RSA for water services and whether all localities will be affected.

The County Administrator advised that although changes are being proposed for water services, no final report has been provided from the RSA.

After continued discussion, the Board recommended that either of the Board's representatives, Mr. Steve Hoffman or Mr. Troy Coppage, be asked to attend a future meeting to provide input concerning RSA's proposal.

### **Social Services**

Supervisor Butler verbalized concerns between the County and the State regarding the lease for the social services building.

The County Administrator advised that he is waiting to receive input regarding the new lease. He also advised that during the last meeting, it was denoted the contract was done in good standing; however, the State sought to reduce the rent to \$500.00 based on a change in their guidelines and revenue reductions.

Chairman Allen asked for a cost analysis to utilize a building owned by Mr. David James.

The County Administrator advised the building space would cost \$10.00 per square foot and this would increase the County's contribution to social services. Additionally, he feels the Old ABC Building could be a good location for the E911 dispatch center and would also serve as a marketable building to sell.

Chairman Allen advised the Boy's & Girl's Club is also looking for a building to occupy.

Supervisor Butler provided input on the foster care program and how an increase for services produces a debt for the Social Services Department.

### **Clore House**

The County Administrator advised the rent for the farm house will disappear next year, but rental from Mr. Weaver for the fields will continue.

Supervisor Elliott asked how the County can suffice an increase to the Facilities Manager's position now that the PRA has hired a new person to serve as Manager. In closing, he asked what the position is actually worth.

The County Administrator explained that Mr. Berry will assist at the transfer station, maintain contracts, and continue to supervise three (3) employees. In closing, he advised that Mr. Berry works whenever he is needed without documenting the additional time.

Supervisor Butler questioned whether the Facilities Manager will receive overtime or compensatory time.

The County Administrator advised the position of Facilities Manager is 'blue collar' – in order to make this employee exempt from receiving any overtime or compensatory time, he must be designated as a 'white collar' employee.

### **PRA**

The County Administrator advised the PRA is working with the school system to implement changes so that a key can be provided to the individual that is in charge of opening/closing the school facilities for activities rather than having their part-time custodian to be responsible for this task. In closing, he advised they will also need someone to assist with cutting grass and about \$27,800.00 will be needed to compensate the part-time staff.

Supervisor Weakley suggested the PRA attain pricing for grass cutting.

In closing, the County Administrator advised that Mr. Dean is hoping to attain some volunteers to perform this task.

The County Administrator advised that the County must complete a lease to denote what can or cannot be done at Hoover Ridge and it must also include equipment responsibilities.

The County Administrator also advised the garage behind the Commonwealth Attorney's office can be cleared of its contents to allow the garage to be used for storage space.

Supervisor Elliott advised the farmer's market is using a dumpster and he questioned whether the County was paying a fee.

The County Administrator advised this is something the farmer's market must've attained through the Extension Office.

Supervisor Butler suggested the proposed funding range for the PRA (\$85,000.00 to \$102,000.00) be lowered and assessed.

Supervisor Weakley feels the additional funding will assist the PRA with offering more programs and will prove to be a good investment for the County.

Supervisor Lackey asked about money received through fundraisers. In closing, she advised that each sports group currently handles their own funds, and whether all funds will be grouped together.

The County Administrator indicated that about \$47,000.00 is denoted in a separate line item and the PRA plans to provide a separate budget to show accurate income and expenditures by July 1, 2013.

Chairman Allen advised the PRA will be responsible for determining what will transpire, as they will be responsible for managing all funding.

After discussion, it was the consensus of the Board to allow an additional contribution in the amount of \$16,000.00 to the PRA.

The County Administrator advised he will finalize a lease agreement for review within the next sixty (60) days.

Supervisor Butler advised that he doesn't think the red barn located at Hoover Ridge should be managed by the PRA.

#### **Fair Board**

The County Administrator advised the Fair Board has requested a funding amount of \$1,500.00.

After discussion, it was the consensus of the Board to leave the initial funding contribution as is.

#### **Madison County Library**

The County Administrator advised the library has asked for a funding increase in the amount of \$11,000.00.

Concerns were verbalized regarding whether the increase was due to a statutory requirement.

In closing, it was the consensus of the Board to hold off, as it was advised the members of the Library Board will attend on Thursday to explain their proposed request.

#### **Zoning & Planning**

The County Administrator reported no changes to the funding request presented.

#### **Aging Together**

Supervisor Butler advised he was uncertain if the funds get to the various groups they are being sought for. In closing, he advised that caregiver classes have been held throughout the year.

#### **Board of Zoning Appeals**

The County Administrator reported no changes in this year's request.

### **TJPED**

The Board discussed the proposed \$10,000.00 funding request and feels the request should be about \$6,500.00 instead based on .50 cents per capita.

After discussion, there was a suggestion to utilize the initial report and assess what transpires.

Chairman Allen and Supervisor Lackey weren't in favor of the proposed request.

After discussion, it was the consensus of the Board to support a request of \$6,500.00, but not for \$10,000.00

### **Chamber of Commerce**

Supervisor Butler questioned who pays the Tourism Director's salary.

Supervisor Lackey advised the Chamber receives a contribution from the County.

Supervisor Butler advised the Director has additional duties in lieu of the transient occupancy tax, and suggested the contribution be raised two percent (2%) and be allocated toward a salary increase.

### **Courthouse**

The County Administrator provided input regarding the fees paid to the architects from bills to the County.

Supervisor Elliott advised the architects billed the County more than what was initially due and the issues haven't been resolved.

The County Administrator advised that he feels the contractor (Warren Flynn Construction Company, Inc.) defaulted on the job.

The County Administrator suggested the budget also be structured to pay potential litigation and also allocate funding for the purchase of vehicles, fuel, joint CIP, office space, and possible CSA shortfalls, as well as renovations of the restrooms at the middle school and high school. Additionally, he advised there are monies within the contingency fund that have been earmarked for specific items.

Supervisor Elliott suggested funding from the CIP fund rather than the contingency fund for the renovations of the school restrooms.

### **Accumulated Leave**

Chairman Allen advised the Board previously discussed pulling accumulated leave funding from the contingency fund and establishing a separate line item within each department.

### **Revenue Refunds**

Debt Service: The County Administrator explained the debt service payments (Waverly Yowell Elementary School, Courthouse Project, CIP, communications equipment, capital

lease software). He also advised there is an RFP for software and the school system will be required to pay a portion of the fee.

Schools: The County Administrator advised the Governor has proposed to cover a one percent (1%) increase, but the County will be required to fund two percent (2%).

Discussions continued regarding the:

- a) General fund; and
- b) Replacement of buses;

Chairman Allen suggested that before determining what to do for the schools, the County will need to assess what will be done for County employees (i.e. healthcare, and/or salary increases).

The Board also verbalized concerns regarding the land use program and any proposed changes to the forestry program.

The County Administrator also advised there may be a payment in lieu of taxes from the park.

#### **b. Information/Correspondence (if any)**

None.

#### **c. Adjournment**

With no further action being required, on motion of Supervisor Weakley, seconded by Supervisor Lackey, Chairman Allen adjourned the meeting, with the following vote recorded:

J. Dave Allen	Aye
Doris G. Lackey	Aye
Jerry J. Butler	Aye
Pete J. Elliott	Aye
Jonathon Weakley	Aye

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J. Dave Allen, Chairman  
Madison County Board of Supervisors

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Jacqueline S. Frye, Clerk to the Board

Adopted on: March 12, 2013

Copies: J. Dave Allen, Doris G. Lackey, Jerry J. Butler, Pete J. Elliott, Jonathon Weakley, V. R. Shackelford, III & Constitutional Officers

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